

**GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES**

August 22, 2011

I. Roll Call

Members in Attendance:

**Ray Kincaid, Chairperson
Gary Stanton, Vice Chairperson
Karen Mills, Trustee**

**Other Corporate Authorities
in Attendance:**

**Trustee Jacquelyn Green
Trustee Anna Newell
Trustee Gary Pilafas
Village President William McLeod**

**Management Team Members
in Attendance:**

**James H. Norris, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplun, Asst. Vlg. Mgr.-Dev. Services
Patrick Seger, Human Resource Mgmt. Dir.
Robert Gorvett, Fire Chief
Mike Hish, Police Chief
Monica Saavedra, Asst. Director of HHS
Joseph Nebel, Director of Public Works
Michael DuCharme, Director of Finance
Ben Gibbs, Sears Centre
Gary Salavitch, Director of Engineering
Mike Hankey, Director of Transportation
Don Plass, Director of Code Enforcement
Gordon Eaken, Director of IS
Bruce Anderson, CATV Coordinator
Peter Gugliotta, Director of Planning**

Others in Attendance:

Chicago Tribune, Daily Herald

The General Administration & Personnel Committee meeting was called to order at 7:19 p.m.

II. Approval of Minutes

Motion by Trustee Stanton, seconded by Trustee Pilafas, to approve the General Administration & Personnel Committee meeting minutes of July 25, 2011. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Discussion regarding rescheduling the September 26, 2011 Village Board Committee meetings.**

An item summary from Jim Norris was presented to the Committee.

Motion by Trustee Mills, seconded by Trustee Pilafas, to reschedule September 26 Village Board Committee meetings to October 3, 2011 at 7 p.m. Voice vote taken. All ayes. Motion carried.

2. Request acceptance of Cable TV Monthly Report.

The Cable TV Monthly Report was submitted to the Committee.

Motion by Mayor McLeod, seconded by Trustee Pilafas, to accept the Cable TV Monthly Report. Voice vote taken. All ayes. Motion carried.

3. Request acceptance of Human Resources Management Monthly Report.

The Human Resources Management Monthly Report was submitted to the Committee.

Trustee Pilafas requested list and cost of arbitrations for the calendar year.

Motion by Trustee Mills, seconded by Trustee Pilafas, to accept the Human Resources Management Monthly Report. Voice vote taken. All ayes. Motion carried.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

Motion by Trustee Pilafas, seconded by Trustee Mills, to adjourn the meeting at 7:21 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date